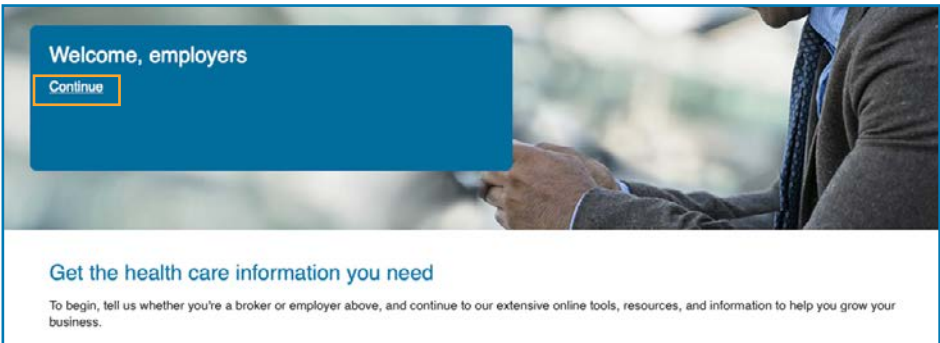


Get started with account.kp.org

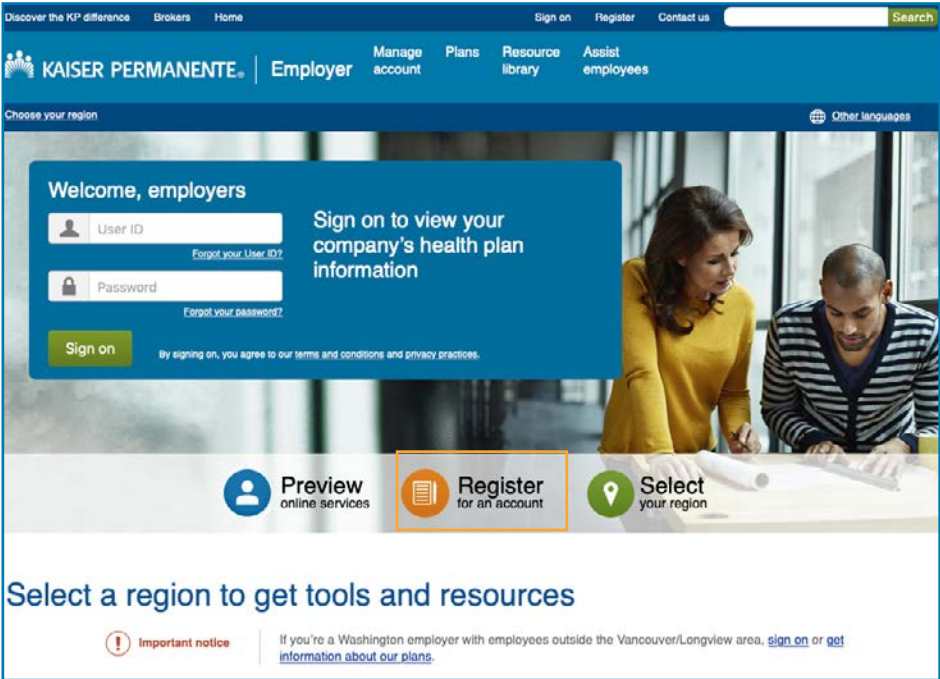
FOR PRIMARY ADMINISTRATORS

Spend less time on paperwork and more time building your business. Once you've registered, you can access a variety of online features to manage your health plan with convenience and ease.

Here's how to register



1. Go to account.kp.org. Under "Welcome, employers" select "Continue." Then click "Register for an account."



2. Select your region, then click anywhere on the page to continue your registration.

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Choose your region Other languages

Register for a Kaiser Permanente account

*Indicates required fields

*Region
Select an area

*First name Middle initial *Last name

*Brokerage firm name / Company name

*E-mail address

Terms and Conditions

You must accept [Kaiser Permanente's Terms and Conditions](#) to use this Web site.

*I have read the Terms and Conditions and agree to the terms stated.

Continue

3. Enter your information to begin the registration process. If your company is based in Maryland, Virginia, or Washington, D.C., click the "register here" link at the top of the page.

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Register for a Kaiser Permanente account

Brokers, if you have business with Kaiser Permanente in multiple regions, you will need to create a separate account in each region.

Employers in Maryland, Virginia and Washington D.C. please [register here](#).

Step 1: Fill out the information below to register

*Indicates required fields

*Region
California

*Select your role:
 Employer group

Brokers:
 Licensed broker appointed with Kaiser Permanente
 Licensed broker not yet appointed with Kaiser Permanente
 Unlicensed individual working with an agency

*First name Middle initial *Last name

Brokerage firm name / Company name

*E-mail address

Terms and Conditions

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*I have read the Terms and Conditions and agree to the terms stated.

Continue

Registration tips

Brokers, please enter your name and number as it appears on your Department of Insurance license.

Employers, you will need an access code from your company primary administrator to access your account information. If you're the primary company administrator, please fill out [this online form](#) or [print and complete this \(PDF\)](#) to get your access code. If you are a secondary user, [enter your access code](#) or request one from your primary company administrator.

- 4. Create your user ID and password, and select your security questions.

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Register for a Kaiser Permanente account

Step 2: Create your user ID and password

*Indicates required fields

*User ID: Please choose a user ID between eight and thirty characters, including one letter and one number.

*New password: Please choose a password with at least eight characters, including one letter and one number.

*Retype new password:

*Security question 1: ▼

*Answer 1:

*Security question 2: ▼

*Answer 2:

*Security question 3: ▼

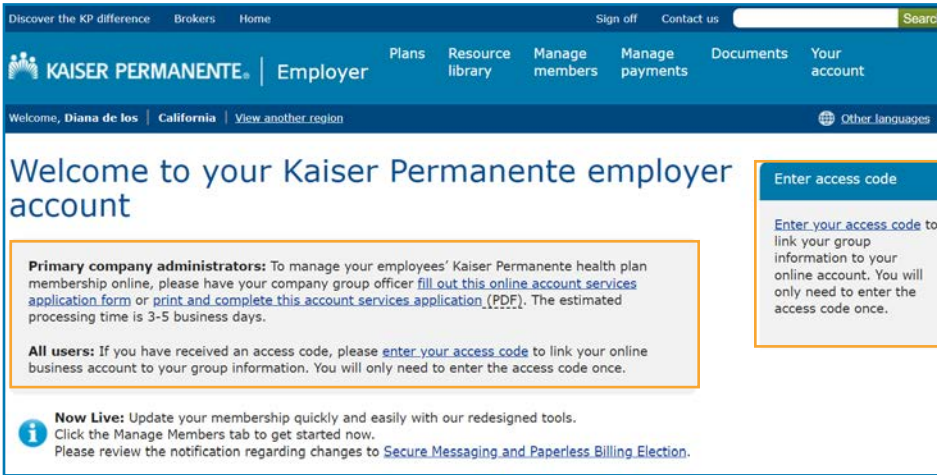
*Answer 3:

KAISER PERMANENTE

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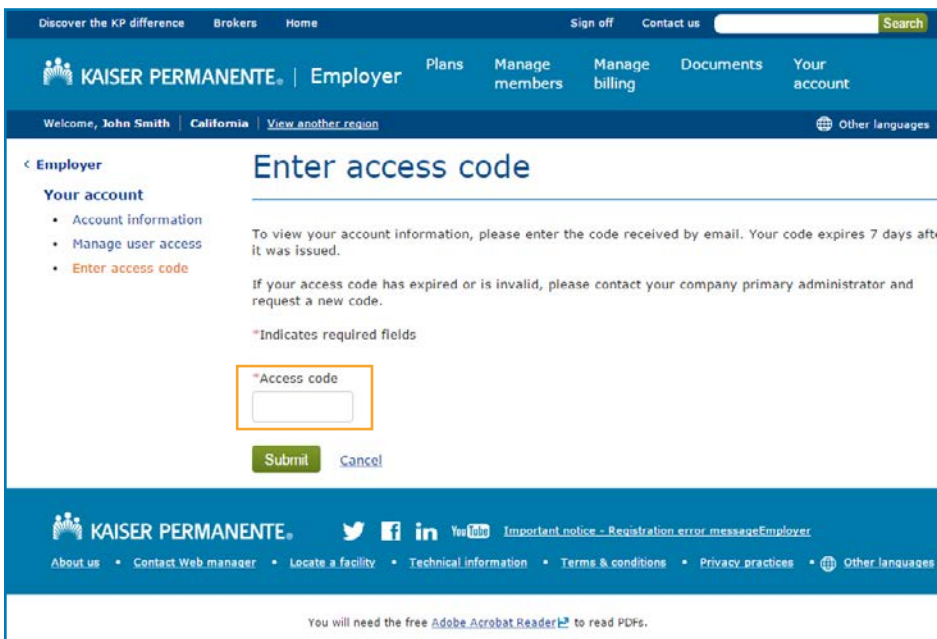
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You will need the free [Adobe Acrobat Reader](#) to read PDF's.

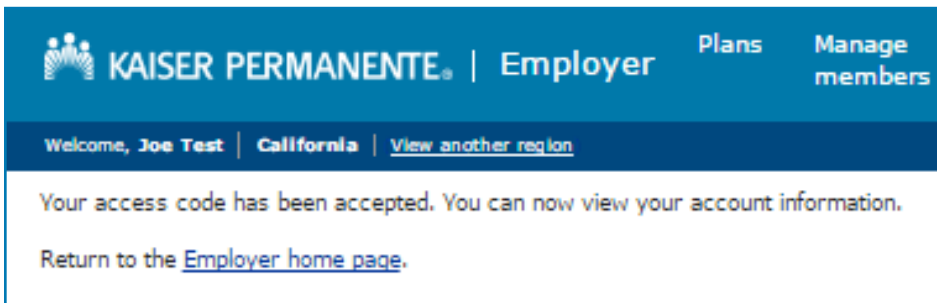


5. Click "Enter your access code" to connect your account to your company's information. If you haven't completed the registration form, click "fill out this online account services application form" or "print and complete this account services application (PDF)". The estimated processing time is 3-5 business days. Once processed, you'll get online access to your group.

Note: Secondary users must contact their company's primary administrator to request their access code.



6. Enter your access code.



Congratulations! You can now access all the convenient features available on account.kp.org.

If you have any questions, call 1-866-575-3562 for assistance.